



**OFFICIAL MEETING MINUTES
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT
Fire Commission Regular Meeting
Wednesday, June 29, 2016 @ 5:00 P.M.**

A. Call to Order

Don Kimlicka, SAFER President, called the regular meeting of the South Area Fire and Emergency Response District Fire Commission to order at 5:01 PM.

MEMBERS PRESENT – Don Kimlicka, Jean Jackan, Harlan Hebbe, and Jim Campbell. Jim Coscio was absent. Chief Savage and Deputy Chief Finke were also present. Administrator Guild was also present.

B. Correspondence/Comments from the public on issues related to the SAFER District

None

C. Consent Items

1. Approval of minutes from SAFER Commission meeting of 2/9/16 and 5/25/16
Hebbe/Jackan to approve prior meeting minutes of 2/9/16 and 5/25/16. Motion carries unanimously.

D. Business Items

1. Discussion and action on non-active membership
Chief Savage asked the Commission for guidance on how to handle a few personnel issues.
Jackan/Hebbe to authorize a termination letter be sent to Bob Kirkley. Motion carries unanimously. *Hebbe/Jackan to authorize a letter be sent to Rich Maier and Greg Rosenthal giving them 30 days to improve.* Motion carries unanimously.
2. Discussion on Administrative Assistant
No discussion on this item
3. Discussion on future staffing model
DC Finke presented a 4 year staffing model. He explained some staffing issues the department is currently experiencing.

E. Staff Reports

1. Report from Fire Chief
Chief reported on training that took place at Fort McCoy. One of the most recent hires has resigned. He also reported on 2 other resignations. He reported on the status of the Charter. DC Finke reported on an injury that occurred at a recent fire.
2. Report from Administrators
None

F. Remarks from the SAFER Fire Commission to set the next meeting date, as well as discuss Items for the next meeting agenda. (No motions will be made, and no action will be taken related to policy affecting SAFER as a result of this agenda item):

Next meeting date set for July 20, 2016 at 5:00 p.m. at Station #1.

G. Adjourn

Hebbe/Jackan to adjourn at 5:53 p.m. Motion carries unanimously.